
What is a Trading Partner?

Trading Partner Overview

The North Dakota Health Enterprise MMIS design includes the ability to receive and send information from and to our providers electronically, referred to as EDI or “*Electronic Data Interchange*”. This data is usually claims and payment data. The term “EDI” specifically means a computer to computer transfer of data. For providers, this computer may be your own computer or you may elect to hire a billing service or clearinghouse to create and send these transactions for you. The Department describes the entity that actually sends the data directly to ND Medicaid from their computer as a “Trading Partner.”

Trading Partner enrollment is an essential step to begin EDI transaction exchanges with ND Medicaid.

Any entity that directly submits or receives EDI data from ND Medicaid must complete an online application to enroll as a Trading Partner. This is different from completing enrollment as a provider. Enrolling as a Trading Partner only creates an approved data partner relationship with North Dakota Medicaid for the purpose of exchanging data. Upon approval of the Trading Partner application, the Department issues a “*Trading Partner Identification number*” or TPID. This TPID is like a fingerprint that identifies the entity sending or receiving data and is found in every EDI transmission. ND Medicaid has a process to verify the TPID before accepting any data file. If we do not find the supplied TPID in the system, we will not accept or process the data file transactions.

EDI transactions have specific format and data requirements which are defined and determined by the federal government. Federal law requires the use of standard formats called “HIPAA” formats or “X12” formats, terms that can be used interchangeably. These are standardized formats which are in use by state Medicaid agencies, insurance companies and Medicare throughout the medical community. In order to take advantage of EDI, you must have computer software which creates this data in the correct format or hire a billing agent or clearinghouse to create it for you.

ND Medicaid EDI Options

North Dakota Medicaid has two methods to submit or retrieve EDI transactions:

1. ND Health Enterprise MMIS provider web portal - allows uploading and downloading of EDI transactions using your secure web portal account.
2. ND MMIS File Transfer system - generally used by Trading Partners such as a billing agents or clearinghouses that have a high volume of file transfers each week.

Either method is acceptable and allows Trading Partners to submit and retrieve EDI transactions.

New Electronic Remittance Advice (eRA 835)

With the implementation of our new Health Enterprise MMIS system, ND Medicaid will now offer an electronic version of the Remittance Advice. This EDI transaction is called an *Electronic Remittance Advice (eRA) 835*. The eRA 835 file contains a string of data that represents your payment information and is not intended to be viewed like a report. A readable copy of the Remittance Advice is also produced and made available in report format through your Enterprise web portal account.

The 835 transaction is designed to be used by a provider's medical management system to automatically update patient accounts with Medicaid payment information. Today, many providers still hand enter payment data using a paper Remittance Advice by typing the data into a computer screen. With the introduction of the new eRA 835, the Department strongly encourages all providers with computer systems capable of processing EDI transactions to transition from paper RA to electronic RA notices. Benefits resulting from this change include reduced accounting errors due to manually entering data and lower costs from decreased handling and storage of paper documents.

ND Medicaid needs to establish a clear relationship with providers and Trading Partners who wish to receive the 835 eRA. In order to do this, we are requiring providers to submit a form to tell us who is authorized to receive their 835 data file. **Providers who wish to receive an 835 transaction will be REQUIRED to complete one of the forms below:**

- ☐ [SFN 109](#) authorizes a Clearing House or Billing Agent to retrieve a provider's 835 Electronic Remittance Advice (eRA) transactions
- ☐ [SFN 111](#) is for providers who have the capability of retrieving their own 835 Electronic Remittance Advice (eRA) transactions

These forms can be found at www.nd.gov/eforms/ or by clicking on the links above. If you have any questions, contact the ND EDI Help Desk at 1-844-848-0844 or ndmmisedi@nd.gov.